

**State Program Standing Committee  
Child, Adolescent, and Family Unit  
Department of Mental Health**

**April 24, 2008  
10:00 – 12:00, Waterbury**

*Present:* Sandy Bartley, Joy Prior, Cindy Martel, Cinn Smith, Patty Dupuis  
*Absent:* Kathy Holsopple, Robin Yandell, Masha Ivanova, Barbara Rachelson  
*Guests:* Alice Maynard

**I. Business**

- *Facilitation*  
Alice reported that Kathy and Joy had volunteered to share facilitation of the meetings. Members accepted with appreciation. Joy took over facilitation.
- *Minutes*  
The draft minutes from the March 24 meeting were approved as written.
- *Future meetings*  
It was agreed that future meetings would be on the 4<sup>th</sup> Thursday of the month, 12:00 – 2:00, Weeks 1C, Waterbury.
  - Two known exceptions were noted: November and December. Members will check their calendars and report back if we can shift November and December to the third Thursday to avoid Thanksgiving and Christmas holidays.
  - There is likely to be an additional shift in the fall and again next spring in months when we meeting as the Planning Council for the federal mental health block grant. We will wait to hear from Melinda Murtaugh about possible dates and times.
- *Updates*
  - Alice reported that Cinn will be representing the Planning Council at the May conference in Washington, D.C., which combines block grant recipients and national mental health research and statistics. She will report back at the July meeting.
  - Joy reported that the planning for Children's Mental Health Day at the legislature on May 6 is going well. The Federation of Families has reserved the card room from 8:30 to 12:00. A light breakfast will be available along with handouts on mental health topics and ways to enter the art contest. Please keep recruiting families to come and share their stories with legislators.

**II. Orientation**

Alice led the group through a description of the following. Members asked questions and were eager to start brainstorming suggestions on how to do their work. Improvement to the Program Review process for gathering consumer/family input will be on the June meeting agenda.

- *Tasks of the Committee*  
Reviewed the difference between an advisory group and an advocacy group.  
Discussion about the state system of care plan and about grievances and appeals led to the introduction of Vermont's Global Commitment Waiver for Medicaid (GC). Members

want to learn more about initiatives that are developing under GC and asked that Charlie Biss describe those initiatives that have a potential impact on families with children who have mental health issues at the May 22 meeting.

- *Planning Council*

Alice described this committee's role in Vermont's Planning Council for the federal mental health block grant. She will include short written document on the Planning Council with the minutes. She also mentioned the NOMS, or National Outcome Measures.

- *Agency Designation Process*

Alice gave a brief description of the designation process as described in *Administrative Rules on Agency Designation* (the lavender book) and the type of report this committee will receive to help it formulate its recommendations to the Commissioner of Mental Health. At this point in time, there is less need for this committee to focus so much of its time on this process as it primarily a matter of assessing whether or not an agency in our preferred provider network meets the standards described in *Administrative Rules*.

- *Program Review Process*

Alice noted that this process focuses on continuous quality improvement and may be more relevant to the advisory role of this committee at this time. Members of the committee are welcome to attend any of the site visits conducted by the Child, Adolescent, and Family Unit (CAFU) in its two-year cycle of visiting the 10 designated agencies and 1 specialized service agency in our preferred provider network. Joy described her initial experience as a brand new committee member. We will work on developing an orientation process to the program review for members so they have an informed context for their participation. The next scheduled review is HowardCenter's Child, Youth and Family Services Division on May 29. If you are interested in attending, please let Alice know.

### **III. Designation**

Members reviewed the final designation report on the Counseling Services of Addison County (CSAC). The agency is meeting all but one of the requirements and it is very close to meeting the remaining requirement for accessibility. Members decided to recommend to the Commissioner of Mental Health that he re-designate the agency and require a corrective action plan for the accessibility standard.

### **IV. Hot topics**

- Members began a discussion of Global Commitment. They want to know more about how it is and/or could be a benefit to Vermont's families.
- Members also talked about a possible addition to the Department of Mental Health's website. A place where families can post short items of strategies, services, and supports that have made a positive difference for them. Alice will pursue this idea with Charlie and the website committee.
- Brief discussion of Success Beyond Six and the recent legislative study. Alice will send a hard copy of the report to members to spare their e-mail and printers. Members may wish to note the description of Positive Behavioral Supports (PBS) in the report.

### **V. Public comment**

None.

**VI. Potential agenda items for future meetings**

- May 22
  - Danielle Grise: 40 minutes presentation and discussion on Success Beyond Six workgroups coming out of the recent report to the legislature.
  - Laurel Omland: 40 minutes presentation and discussion on trauma.
  - Charlie Biss: 30 minutes presentation and discussion on initiatives under Vermont's Global Commitment Waiver for Medicaid that benefit families.
- June 26
  - Discuss policy on getting better family input during Program Review process
- July 24
  - Brief report from Cinn on mental health block grant conference